

**INDIVIDUAL LICENSE/CERTIFICATE
RENEWAL APPLICATION**

PR-PML-141 (REV. 9/03)

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DEPARTMENT OF PESTICIDE REGULATION
PEST MANAGEMENT AND LICENSING BRANCH
LICENSING AND CERTIFICATION PROGRAM
1001 I STREET
SACRAMENTO, CALIFORNIA 95814-2828
(916) 445-4038
FAX - (916) 445-4033
Web site: <http://www.cdpr.ca.gov/>

The mailing address you indicate on this application is your address of record for your license/certificate. Therefore it is public information. You may wish to use a post office box in lieu of the physical address as an address of record.

Name: _____

Address: _____

City, State, Zip: _____

License/Certificate Number, Type, and Category(ies)CE Hours and Fee Per License/Certificate:

Laws	Aerial	Other	Total CE	Fee	w/50% Late Fee (after Dec. 31)

Submit total CE Hours and Fee(s) to renew all listed licenses: _____

IMPORTANT - PLEASE READ**SUBMIT BY NOVEMBER 1 TO RECEIVE YOUR LICENSE OR CERTIFICATE BY JANUARY 1****YOUR LICENSE WILL BE DELAYED IF ANY PART OF THE RENEWAL APPLICATION PACKET IS INCOMPLETE****ALL CONTINUING EDUCATION HOURS MUST BE OBTAINED BY
DECEMBER 31 OF THE LICENSE/CERTIFICATE EXPIRATION YEAR**

NOTE: The Department of Pesticide Regulation has established time periods for processing permit applications in compliance with Government Code Sections 15374 - 15378. Failure to comply with these time periods may be appealed to the Secretary for Environmental Protection, California Environmental Protection Agency, P.O. Box 2815, Sacramento, CA 95812-2815, pursuant to the regulations set forth in Title 3, California Code of Regulations, Section 301. Under certain circumstances, the Secretary may order a reimbursement of filing fees.

☐ **CHECK IF CHANGE OF NAME OR ADDRESS** Section 6508 of Title 3, California Code of Regulations requires every person to whom a license or certificate is issued to immediately notify the Director of any change in name, address, business organization, or any other matter shown in the application. Licenses and certificates are not transferable, and in case of a change of business organization or ownership, a new application and fee are required. INDICATE CHANGES ON THIS FORM.

SIGN AND DATE the Renewal Application form. The Department requests your Social Security Number (SSN) as an alternate method of applicant identification. This is not public information and will not appear on any publication. Providing your SSN is strictly voluntary in accordance with the Privacy Act of 1974 (PL93-79).

FEES Please see Page 2 (instructions) to determine fees based on your license or certificate type. Enclose a check/money order/credit card payment for the total amount due payable to: Cashier, Department of Pesticide Regulation. **ALL FEES ARE NON-TRANSFERABLE AND NON-REFUNDABLE.** Mail the payment, completed application form, and all required documents in the enclosed envelope to: Cashier, Department of Pesticide Regulation, P.O. Box 4015, Sacramento, CA 95812-4015

QUESTIONS? Your name and license/certificate number will be posted to DPR's web site <http://www.cdpr.ca.gov/docs/license/currlic.htm> as soon as your renewal application is approved. For other questions about your application, contact the Licensing and Certification program at the telephone number shown at the top of this application.

I declare under penalty of perjury under the laws of the State of California that the information provided by me is true and correct.

SIGNATURE_____
SSN (OPTIONAL)_____
DATE

FOR OFFICIAL USE ONLY

IMPRINT

RENEWED

PROBLEM

DATA ENTRY

INDIVIDUAL LICENSE/CERTIFICATE RENEWAL APPLICATION INSTRUCTIONS

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RENEWAL TIME LINE

Renewal time lines have been established to help determine when you may expect to receive your license or certificate based on the date your renewal application is received by the Licensing and Certification Unit. If your application is incomplete, it will delay processing time anywhere from 2 to 4 weeks or more depending on the nature of the problem(s).

DATE RECEIVED BY LICENSING & CERTIFICATION	LICENSE OR CERTIFICATE MAILED BY:
Prior to or on September 30	November 15
Prior to or on October 31	December 16
Prior to or on November 29	January 17
Prior to or on December 31	February 18
Prior to or on January 31	March 14

CHECK LIST: This list will help ensure that your renewal application is complete prior to mailing

- ☐ **Change of Name/Address** Section 6508, Title 3 of the California Code of Regulations (3CCR) requires all license/certificate holders to notify the Department of Pesticide Regulation (DPR) immediately of any business name or address change. Indicate any corrections that appear on the renewal form in the space provided.
- ☐ **Submit a record of the total continuing education (CE) hours** required as stated on the renewal application form to renew your licenses/certificates. The CE hours must be DPR approved and obtained during the valid period of your license/certificate. The specific CE hour requirements are only minimums. If you possess multiple licenses/certificates, your CE hours do run concurrent. They may be exceeded, however, they cannot be carried over to your next renewal period.
- ☐ **Medical Certificate Card (Apprentice and Journeyman Pilots Only)** Submit a copy of your valid medical certificate card issued by the Federal Aviation Administration. DPR requires this information to determine compliance with Food and Agricultural Code Section 11901.
- ☐ **Social Security Number (Optional)** DPR requests your Social Security Number (SSN) as an alternate method of applicant identification. Your SSN is not public information and will not appear on any publication. Providing your SSN is strictly voluntary in accordance with the Federal Privacy Act of 1974 (PL93-79).
- ☐ **Pay fee** for each license/certificate as totaled on the renewal form. A late fee of fifty percent (50%) of the total renewal fee will be assessed for each license and/or certificate **postmarked after December 31**.

License Fees (2 Year)

Agricultural Pest Control Adviser	\$140.00	Qualified Applicator Certificate	\$60.00
Qualified Applicator License	\$120.00	Dealer/Designated Agent License	\$50.00
Apprentice Pilot Certificate	\$90.00	Journeyman Pilot Certificate	\$90.00

- ☐ **Sign and Date** the renewal application form.
- ☐ **Enclose** a check/money order/credit card payment for the total amount due. **All fees are non-transferable and non-refundable.** Make payable to: **Cashier, Department of Pesticide Regulation.**
- ☐ **Mail** the payment, completed renewal application form, and all required documentation including the list of continuing education hours (classes) in the enclosed envelope to: Cashier, Department of Pesticide Regulation, P.O. Box 4015, Sacramento, California 95812-4015.

Questions? Your name and license/certificate number will be posted to DPR's web site as soon as your application is approved and logged into the database. Our web site address is <http://www.cdpr.ca.gov/docs/license/currlic.htm>. For other questions about your application, please contact the Licensing and Certification Program at (916) 445-4038.